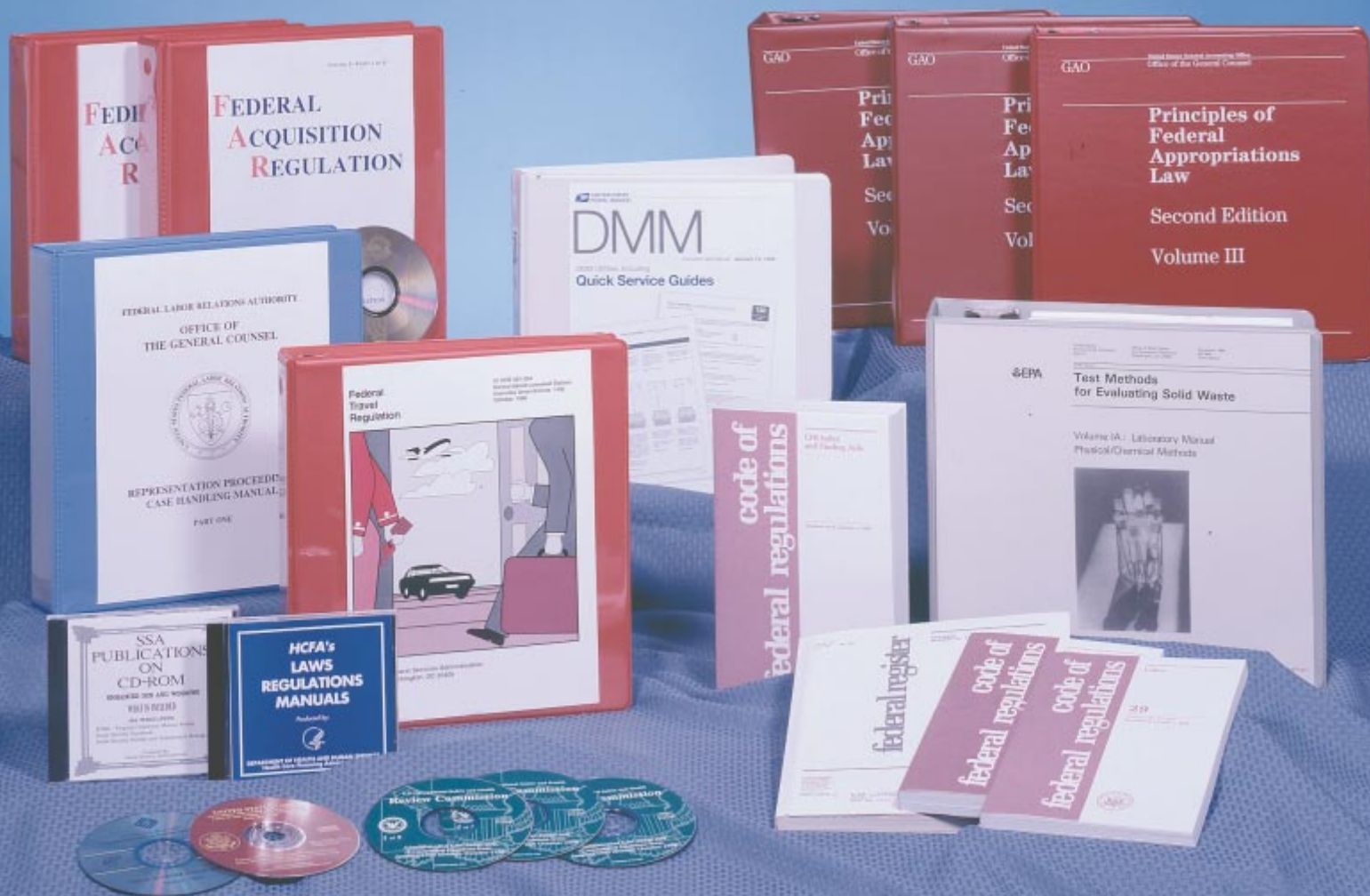


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Contents

Federal Register/Code of Federal Regulations System	2
Congressional Documents.	4
Presidential Documents	7
Supreme Court Decisions	8
Government Accounting	9
Official Regulations, Guidelines, Decisions, and Required Standards by Special Topic Area	10
Acquisition/Procurement	10
Acquisition-Procurement/Service Contract Act	13
Acquisition-Procurement/Commerce Business Daily	15
Aviation	16
Disabilities	19
Environment	21
Exporting, Importing, & Customs.	25
Firearms	27
Freedom of Information.	27
Food Inspection & Labeling	27
Government Civilian/Military Travel	28
Government Employees	29
Grants.	30
Health Care, Social Security, Medicare, & Court-Ordered Retirement Benefits	30
Highways & Roads	32
Historic Preservation	33
Labor Relations	33
Labor Relations—Federal Service	34
Light Lists & Navigational Regulations	35
Military Law	36
Nuclear Power & Medicine	37
Occupational Safety & Health.	37
Patents & Trademarks	39
Postal	40
Taxation.	40
Telecommunications.	42
Specialized Regulatory Books	43
Best-Selling Business Books.	45

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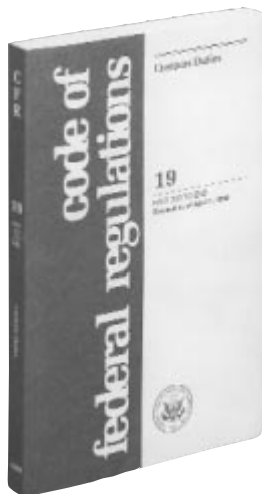
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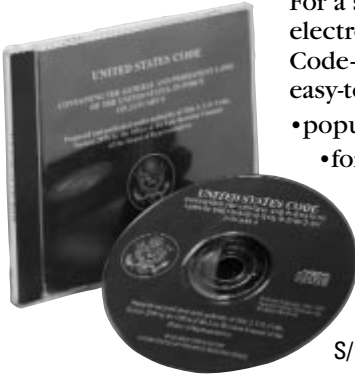
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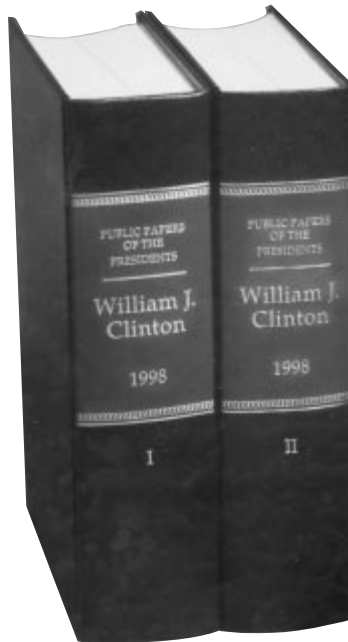
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“It’s fantastic—the Deskbook changes my research time from hours to almost seconds! We’re a small business of five people. This new CD gives me right at my fingertips all the bookshelves of current DoD references we couldn’t afford to house here. Sure makes my life easier!”

—Al Schiessl, Business Manager
Jones Systems Concepts, Inc., Huntsville, Alabama

includes commentary from the people who wrote the policies so that you can better understand their intent. It further includes experiences and lessons learned directly from the people who are responsible for buying those products and services. The Defense Acquisition Deskbook provides the contractor community with

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- an “information structure” of discretionary practices, sample formats and software tools. An extra bonus is the electronic forms and sample documents associated with a broad range of acquisition activities. The CD is compatible with either Windows or Macintosh Power PC Computers. Includes instruction card and quarterly updates.

Annual subscription, issued quarterly.
List ID: DESK

\$37



Department of Defense Index of Specifications and Standards: Pt. 1, Alphabetical Listing, Pt. 2, Numerical Listing and Pt. 4, Numerical Listing of Cancelled Documents

This complete, up-to-date listing of specifications and standards of unclassified items bought by military departments and civilian agencies throughout the Federal Government gives contractors exact specification numbers for fast ordering. The three-part manual comprises an alphabetical listing by document title, a numerical listing by document identifier numbers, and a numerical listing of cancelled military specifications each arranged into two groups covering military and non-Government standards. The lists provide Federal Supply Class numbers. Subscription service consists of a basic manual and supplements for an indeterminate period. Punched to fit a three-ring binder.

List ID: DIS00

\$266

Department of Defense Index of Specifications and Standards: Pt. 3, Federal Supply Class Listing

Formerly the Federal Supply Classification Listing of DoD Standardization Documents. Contains alphabetical and numerical listings of all current standardization documents by Federal Supply Class (FSC) identification code. Subscription service consists of the basic manual and cumulative supplements for an indeterminate period. Punched to fit a three-ring binder.

List ID: FSC00

\$109

Guide to Doing Business With the Department of State, 2000

Designed to familiarize small, minority, and female-owned businesses with the State Department's procurement program. Covers the procurement program, acquisition under the Diplomatic Security Act, and lists office contacts under the various categories of products and services for which the Department of State contracts. Also covers subcontracting opportunities, and contacts for trade and investment-related issues. 2000. 96 p.

S/N 044-000-02536-1

\$5.50

Printing Procurement Regulation

Printers, binders, CD-ROM replicators, and mail service and database management companies can now find out the basis of contract awards and how to stay in compliance with the terms of their contracts with this publication. Covers contracting methods, transportation and traffic management, labor relations, claims and litigation, quality assurance, and possible actions for contract infractions. Also includes samples of correspondence and procurement forms.

S/N: 021-000-00167-8

\$15

General Wage Determinations Issued under the Davis-Bacon and Related Acts

Presents current wage decisions for laborers and mechanics engaged in Federal construction projects. Subscription service of each volume consists of a basic manual and 52 weekly updates. In loose-leaf form, punched for three-ring binder. February 2001.

Volume 1. Covers the following states:

Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, and Vermont, including Puerto Rico, Guam and Virgin Islands.

List ID: GWD11

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Delaware, Maryland, Pennsylvania, Virginia, and West Virginia, including the District of Columbia.

List ID: GWD21

\$1,130/year

Volume 3. Covers the following states:

Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee.

List ID: GWD31

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Volume 4. Covers the following states: Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin.

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\$1,625/year

Volume 5. Covers the following states:

Arkansas, Iowa, Kansas, Louisiana, Missouri, Nebraska, New Mexico, Oklahoma, and Texas.

List ID: GWD51

\$1,295/year

Volume 6. Covers the following states: Alaska, Colorado, Idaho, Montana, North Dakota, Oregon, South Dakota, Utah, Washington, and Wyoming.

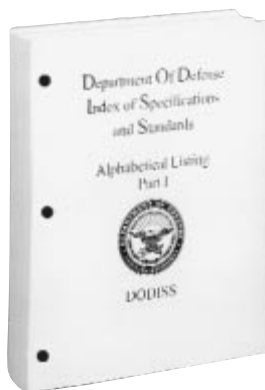
List ID: GWD61

\$1,225/year

Volume 7. Covers the following states: Arizona, California, Hawaii, and Nevada.

List ID: GWD71

\$1,300/year



Service Contract Act

Service Contract Act Conformances: Task Book and Resource Book

Federal service contractors, Federal procurement officials and trainers of Federal procurement law and regulations can determine the reasonable wage rate required to be paid for service work for the Federal Government when the rate is not on the applicable Wage Determination.

“These books are great! Now we’ll be able to develop wage rates at the proposal stage rather than taking a chance that our rates will be approved. The Resource Book and Task Book provide the guidelines we need to make our bidding easier and safer—reducing the risk that our conformance won’t be accepted. Of course, there’s no guarantee of approval, but these “how-to” tools certainly are a big help to our estimators and human resources personnel, especially in those areas where there are no similar positions.”

—Sandy Webb, Washington Liaison Officer
Brown and Root Services Corp., Washington, DC

These two new easy-to-use resources are now available to make your bidding process easier.

The Service Contract Act Conformances: Task Book and Resource Book supplement

The Service Contract Act Directory of Occupations to help standardize the development of conformance requests. This set includes:

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- Task Book includes a complete self-instructing training course in the use of conformance tools.

S/N 029-014-00251-8

Set: \$14



Service Contract Act Directory of Occupations

Provides occupational information essential to timely development and issuance of SCA WDs

- Federal Grade Equivalencies for most of the occupations listed
 - Titles and descriptions for over 300 jobs
- Available as a subscription service, which includes a basic manual and annual supplements.

List ID: SCAD

\$30



U.S. Department of Labor Wage and Hour Conference Materials Now Available

Federal agency procurement officers and other interested parties can save time and resources by insuring contract actions properly follow prevailing wage statutes with these valuable resources, which were previously available only to the U.S. Department of Labor Wage and Hour Division training conference participants:

McNamara O'Hara Service Contract Act: Prevailing Wage Conference 1995

(Reference /Training book)

This manual provides extensive information concerning administration of the Service Contract Act. It includes chapters on prevailing wage laws coverage, how SCA prevailing wage rates are determined, how to obtain SCA wage determinations (including information concerning "blanket" and 44 consolidated" wage determinations), procedures for adding classifications, compliance principles, enforcement process and appeals.

Loose-leaf, 3-hole punched, and conveniently tabbed for your binder. 290 p.

S/N 029-014-00253-4

\$47

Davis-Bacon and Related Acts Prevailing Wage Conference 1998

(Reference/Training book)

This manual contains extensive information concerning the administration of the Davis-Bacon and Related Acts. It includes chapters on coverage under prevailing wage laws, how Davis-Bacon prevailing wage rates are determined (including surveys), how to obtain the wage determinations, the process for adding classifications, compliance principles, enforcement procedures and appeals. Loose-leaf, 3-hole punched, and conveniently tabbed for your binder. 458 p.

S/N 029-014-00255-1

\$45

Service Contract Act: Prevailing Wage Resource Book, 1998

Contains materials developed for use in prevailing wage training conferences. Provides practical guidance to procurement personnel and the general public. 244 p. and issued in loose-leaf form with 17 index dividers for your binder.

S/N 029-014-00256-9

\$25



McNamara O'Hara Service Contract Act (SCA): Conformance Guide

Provides a tool for developing conformance wage rates according to regulatory guidelines. 74 p. and issued in loose-leaf form with 13 index dividers.

S/N 029-014-00257-7

\$8.00



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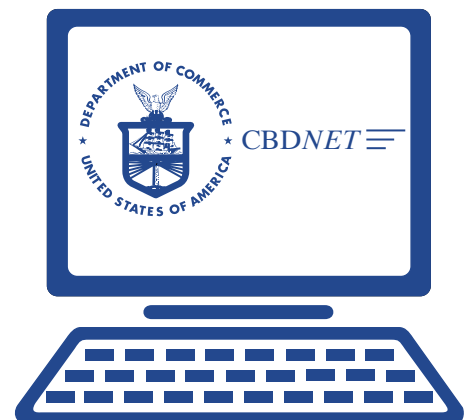
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Aviation

FAA Aviation News

Designed to help airmen become safer pilots, this publication gives updates and major Federal Aviation Administration rule changes and proposed changes, as well as refresher information on flight rules, maintenance airworthiness, avionics, accident analysis, and other related topics. Covers all types of aircraft. It is also valuable to student pilots and ground personnel concerned with flight safety. Subscription service may be accepted for one or two years. Issued 8 times a year.

List ID: FAN

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Notices to Airmen

These notices are essential to the safety of flight. The manual includes current FDC NOTAMS, which are regulatory in nature, issued to establish restrictions to flight or amend charts or published Instrument Approach Procedures. One year subscription service with monthly issues.

List ID: ODNA

\$105/year

Aeronautical Information Manual: Official Guide to Basic Flight Information and ATC Procedures

This manual is designed to provide the aviation community with basic flight information and ATC procedures for use in the National Airspace System (NAS) of the United States. Subscription service consists of a basic manual and changes for an indeterminate period. Issued in loose-leaf form.

List ID: AIMBF

\$88

Aeronautical Information Publication

A comprehensive aeronautical publication containing regulations and data required for safe aircraft operations in the National Airspace System. Subscription service consists of a basic manual and quarterly amendments for an indeterminate period. In looseleaf form, punched for three-ring binder.

List ID: AIP

\$105

Air Traffic Control, 7110.65

Prescribes air traffic control procedures and phraseology for use by personnel providing air traffic service. Subscription service consists of a basic manual and quarterly changes dated January, April, July, and October. In loose-leaf form, punched for three-ring binder. 1998.

List ID: ATCH

\$69

Airframe and Power Plant Mechanics

The following publications, combined with explicit and exhaustive instructions, introduce the basic theory of each operation. Books are well illustrated.

Airframe Handbook

Contains information on airframe construction features, assembly and rigging, fabric covering, structural repairs, and aircraft welding. Also explains the units, which make up the various airframe systems. 613 p.; ill. revised ed. 1988 repr. 1976.

S/N 050-007-00391-9

\$58

Certification Guide

Provides information to prospective airframe and power plant mechanics and other persons interested in FAA certification of aviation mechanics. 64 p.; revised ed. 1976.

S/N 050-007-00331-5

\$8.50

Certification Information

Provides answers to the most frequently asked questions about FAA certification of aviation mechanics. 23 p. revised ed. 1987.

S/N 050-007-00750-7

\$1.50

General Handbook

Designed as a study manual for persons preparing for a mechanic certificate with airframe or power plant ratings. 559 p.; ill. revised ed. 1995-repr. 1976.

S/N 050-007-00379-0

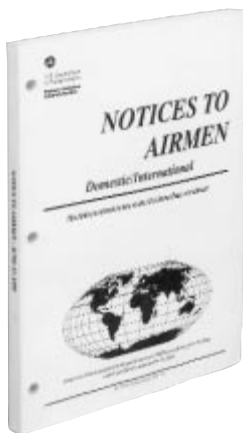
\$50

Power Plant Handbook

Designed to familiarize student mechanics with the construction, theory of operation, and maintenance of aircraft power plants. 510 p.; ill. revised ed. 1985-repr. 1976.

S/N 050-007-00373-1

\$29



All prices include postage and handling.

Hot Mix Asphalt Paving Handbook

Provides guidance on asphalt paving operations including plant operations, transportation of materials, surface preparation, laydown and compaction. Issued with perforations. 245 p.; ill. S/N 050-007-00925-9 \$22

Human Factors Guide for Aviation Maintenance

Provides information and guidance for people in aviation maintenance organizations. Covers: ergonomics; workplace safety; shift work and scheduling; facility design; work design; training; testing and troubleshooting; automation; disabilities; sexual harassment; and personal and job related factors. 576 p. and 14 index dividers; ill. Loose-leaf. 1995. S/N 050-007-01098-2 \$54

Supplement to the above. Contains: Master Index; Chapter 13, Communications; Chapter 14, Human Error; and Chapter 15, Information Transfer. 190 p. and 3 index dividers; ill. Loose-leaf. 1996. S/N 050-007-01151-2 \$22

International Flight Information Manual

(IFIM) is a preflight and planning guide used by U.S. nonscheduled operators, and business and private aviators flying outside the U.S. The IFIM contains foreign entry requirements, a directory of aerodromes of entry, and applicable regulations and restrictions. Also included are U.S. entry and departure requirements and U.S. Customs information. The IFIM is issued in loose-leaf form. S/N 050-007-01286-1 \$61

Instrument Flying Handbook

Provides the flight student with the basic information required for an FAA instrument rating. 277 p.; ill., plate. revised ed. 1981. S/N 050-007-00585-7 \$14

Standards for Specifying Construction of Airports

Incorporates Changes 1-23. Provides standards for the construction of airports. Covers earthwork, drainage, paving, turfing, lighting, and incidental construction. For federally funded airport construction projects, these standards are mandatory; for other projects, they are recommended. Issued with perforations. 357 p.; ill. 1989. S/N 050-007-00821-0 \$29

Summary of Airworthiness Directives:

Small Aircraft and Rotorcraft. Relates to aircraft of 12,500 pounds or less maximum certificated takeoff weight and all rotorcraft, regardless of weight.

Book 1, Prior to 1980. Covers directives issued prior to 1980 and still in effect. 1358 p.; ill. Loose-leaf. 1990. S/N 050-007-00866-0 \$60

Book 2, 1980-1989. Covers directives issued from 1980 through 1989. 920 p.; ill. Loose-leaf. 1996. S/N 050-007-01130-0 \$54

Book 3, 1990-1999. S/N 050-007-01277-2 \$88

Large Aircraft. Relates to aircraft of more than 12,500 pounds maximum certificated takeoff weight, except for rotorcraft.

Book 1, Prior to 1980. Covers directives issued prior to 1980 and still in effect. 1162 p. Loose-leaf. 1996. S/N 050-007-00865-1 \$56

Book 2, 1980-1989. Covers directives issued from 1980 through 1989. 1004 p. Loose-leaf. 1996. S/N 050-007-01128-8 \$56

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List ID: SOADS \$276

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List ID: SOADL \$299

Part I. Summary of Airworthiness Directives, Volumes 1 and 2, Microfiche

List ID: SADM \$312

Type Certificate Data Sheets and Specifications:

Subscription service of each volume consists of a basic manual and monthly supplements for an indeterminate period. In loose-leaf form, punched for three-ring binder.

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List ID TCDS1 \$465

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List ID TCDS2 \$435

Part I. Volume III, Large Multiengine Airplanes. 1996, Consolidated reprint.

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Part I. Volume IV, Rotorcraft, Gliders, Balloons, and Airships. 1996, Consolidated reprint.

List ID TCDS4 \$445

Part I. Volume V, Aircraft Engines and Propellers. 1996, Consolidated reprint.

List ID TCDS5 \$460

Part I. Volume VI, Aircraft Listing and Aircraft Engine and Propeller Listing

Contains information pertaining to older aircraft models of which 50 or less are shown on the FAA Aircraft Registry. Also includes engine and propeller information for which approvals have expired or for which the manufacturer no longer holds a production certificate. The documents are arranged in

alphabetical order by the type certificate holder's name. Issued with perforations. 597 p. 1990-repr. 1983.

S/N 050-007-00893-7 \$51

Microfiche (24X), Volumes 1-6

Subscription service consists of a basic manual with update 1, and 11 cumulative updates issued monthly for an indeterminate period. The manual contains the six volumes listed above. 1998.

List ID TCDSM \$260

United States Standard for Terminal Instrument Procedures (TERPS)

Consolidated reprint, August 1993. Includes:

Changes 1-14. Prescribes standardized methods for use in designing instrument flight procedures. 308 p.; il. Looseleaf. 1993-repr. 1976.

S/N 050-007-01006-1 \$33

Change 17 to the above, Effective February 13, 1998. Issued with perforations. 156 p., il.

S/N 050-007-01217-9 \$15

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Disabilities

Americans with Disabilities Act Handbook

Employers, public accommodations managers and protected individuals can find out which practices and activities are covered by the Americans with Disabilities Act (ADA) using the Americans with Disabilities Act Handbook.

“When developing company policies and procedures, the Americans with Disabilities Act Handbook... enables us to abide by the law and develop policies that support the disabled in the workplace... a good publication to have on hand when you need it.”

—Elaine Russo, Medical Department Manager,
Bausch and Lomb, Rochester, New York

This comprehensive Handbook serves as the fundamental guide to all five titles of the ADA. It provides interpretive guidance for employment provisions in Title 1, state and local government programs and services in Title 11, and public accommodations and commercial facilities in Title III. In straightforward language, the Handbook explains:

- disability tax-related deductions and applicable business credits
- common types of accommodations employers are required to provide
- how to alter establishments to accommodate people with disabilities
- “reasonable accommodation” and “undue hardship”
- rights and responsibilities of employers and employees in the hiring process

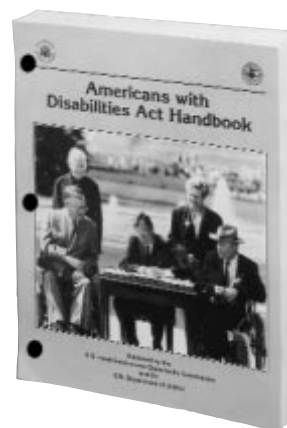
“I frequently refer to the Americans with Disabilities Act Technical Assistance Manual when advising my managers on employment regulations and requirements and when discussing access with clients. It’s a comprehensive, easy-to-understand reference tool and a great investment.”

—Christine Rhiel, Human Resource Specialist,
Barr Engineering Company, Minneapolis, Minnesota

Includes a summary of effective dates, an appendix of information on access, and a list of additional resources. Published jointly by the U.S. Department of Justice and the Equal Employment Opportunity Commission. Loose-leaf, 730 p. Punched to fit a three ring binder.

S/N 052-015-00074-0

\$56



A Technical Assistance Manual on the Employment Provisions (Title I) of the Americans with Disabilities Act

Business owners, managers, human resources specialists, attorneys, people with disabilities and the general public can find information about ADA employment provisions with this manual.

The responsibilities of employers regarding hiring, compensation, benefits, contractual arrangements and promotions; and the employment rights of persons with disabilities are detailed in this easy-to-understand manual. This informative manual also—

- helps employers avoid penalties that could be as high as \$300,000
- provides a full listing of public and private agencies and organizations that offer expert advice and technical assistance on aspects of employing people with disabilities

Title 1 is a subscription service consisting of a basic manual and supplementary material issued for an indeterminate period. Published by the Equal Employment Opportunity Commission. Punched to fit a three-ring binder.

S/N 052-015-00080-4

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Fast Facts and Figures about Social Security

Explains how Social Security works, what it does, and whom it helps. Answers the most frequently asked questions about old age, survivors, and disability insurance programs, benefits, and beneficiaries and provides information for supplemental security income (SSI) recipients. Contains charts, and graphs. 2000. 39 p. il.

S/N 017-070-00488-1

\$4.50

American Rehabilitation

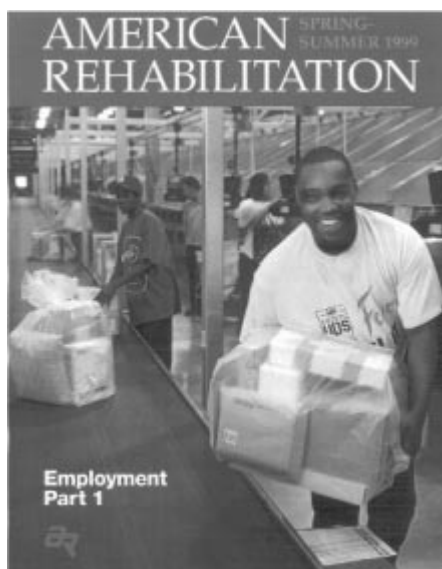
Presents issues affecting people with disabilities, including new medical programs and treatments, legislative actions, and technological advances. This up-to-date periodical for people with disabilities provides

- ADA information and updates
- articles from experts in the field
- rehabilitation books, films, and professional manuals

Annual subscription issued quarterly. Published by the U.S. Department of Education, Rehabilitation Services Administration.

List ID: ARHB

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Preservation Briefs 24-34

Owners of historic properties, architects, and designers can learn how to make properties accessible while preserving historic qualities. Covers building sites, entrances, interiors, landscapes and new additions accessible.

- offers a three-step approach to identify and implement accessibility modifications
- prioritizes modifications necessary for full accessibility
- lists easy and inexpensive accessibility modifications

Published by the U.S. Department of the Interior, National Park Service.

S/N 024-005-01147-1

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ADAAG Manual: A Guide to the Americans with Disabilities Act Accessibility Guidelines (audio tape)

Explains some of the basic considerations for accessibility design. Clarifies specific ADAAG provisions. 1999. 5 audio tapes sold as a set.

S/N 052-003-01479-3

\$14

Promises to Keep: A Decade of Federal Enforcement of the Americans with Disabilities Act, 1990-2000

This report describes federal compliance, enforcement, technical assistance, and public information activities for the four main titles of the ADA. It assesses the effectiveness of these activities and provides recommendations. Specific areas of attention include: complaint processing, proactive compliance, regulatory and policy development, litigation, administrative organization for enforcement, staff training for ADA enforcement, technical assistance and public information aimed at covered entities and at people with disabilities, and leadership in addressing key issues of ADA interpretation and enforcement. 2000. 531p.

S/N 052-003-01484-0

\$54

Back to School on Civil Rights: Advancing the Federal Commitment to Leave No Child Behind

This report looks at more than two decades of federal monitoring and enforcement of compliance with Part B of the Individual with Disabilities Education Act (IDEA). Children with disabilities have a federally protected right to a free public education that meets their needs. This report offers recommendations intended to strengthen federal authority for enforcement to ensure the protection of the rights of students with disabilities. 2000. 390 p.

S/N 052-003-01482-3

\$36

Public Law 101-336

Complete text of the Americans with Disabilities Act. Titles cover employment, public services, privately operated services, and other provisions such as state immunity and construction. Published by the 101st Congress. 51 pages.

S/N 869-010-00096-1

\$1.75

Environment

Test Methods for Evaluating Solid Waste

Chemists, testing companies and laboratories, environmental engineers, and attorneys can find out what are the sampling and analytical methods approved by the Environmental Protection Agency under the Resource Conservation and Recovery Act (RCRA). This two-volume compendium provides state-of-the-

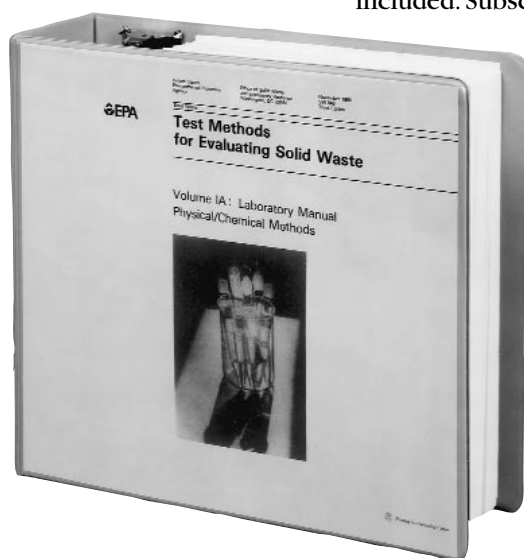
"For the Last 12 Years, we have found Test Methods for Evaluating Solid Waste, Physical/Chemical Methods to be an invaluable resource. It gives us the procedures to determine whether waste is hazardous as defined by EPA regulations. It's well worth the price!"

—Andrew Lynn, Director of Analytical Services
Dexsil Corporation, Hamden, Connecticut

art analytical test methods for a wide array of inorganic and organic constituents, as well as procedures for field and laboratory quality control, sampling, and characteristics testing (toxicity, ignitability, reactivity, and corrosivity) for determining compliance with RCRA. The methods are intended to promote accuracy, sensitivity, specificity, precision, and comparability of analyses and test results. Guidance for determining if the material should be disposed of as a hazardous waste are also included. Subscription service includes a

basic manual issued in four parts and periodic updates for indeterminate period. In loose-leaf form, punched for a three-ring binder.

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EPA's Toxics Release Inventory: 1987-1996 CD-ROM

Federal, state, and local environmental engineers and industry planners and compliance specialists can get comprehensive, official information on toxic chemicals released – or discharged—into the air, surface water, and underground with this easy-to-use, easily searchable CD-ROM product. The Toxic Release Inventory (TRI) includes the national database that identifies facilities, chemicals manufactured and used at the identified facility, and the annual amounts of these chemicals released in routine operations and in accidents and otherwise managed on- and off-site in waste. Includes an 86-page booklet and 2 CD-ROMs.

055-000-00629-6

\$35

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Provides EPA emission estimation guidance documents and databases with Adobe Acrobat as the search and retrieval interface.

November 1999

S/N 055-000-00637-7

\$17

Determining Probable and Reasonably Estimable for Environmental Liabilities in the Federal Government

Federal Financial Accounting and Auditing Standards Technical Release Number 2. Intended to assist Federal agencies in determining probable and reasonably estimable liabilities related to their environmental cleanup responsibilities. Offers guidance based on "Statements of Federal Financial Accounting Standards". 1998, 20 p., il.

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Volume 5

S/N 055-000-00545-1 \$51

Volume 6

S/N 055-000-00583-4 \$56

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Provides technical guidance to State regulators who oversee cleanups and evaluate corrective action plans (CAPS) that propose alternative cleanup technologies. Focuses on appropriate technology use. Takes into consideration site-specific conditions and the nature and extent of contamination. Some of the basic concepts can be applied to hazardous substance and hazardous waste sites as well. 422 p.; ill. revised. S/N 055-000-00499-4 \$35

**Expedited Site Assessment Tools for Underground Storage Tank Sites:
A Guide for Regulators**

Provides Federal, state and local regulators with information that will help them to evaluate new as well as conventional underground storage tank site assessment technologies. Helps these organizations develop their own guidance documents and promotes the use of “expedited site assessments.” 292 p.; ill. S/N 055-000-00564-8 \$33



Industry Sector Notebooks

Get key environmental data on 27 major industries. Industry managers, inspectors, and regulators around the country rely on the official emissions data and pollution prevention guidance in the Environmental Protection Agency's (EPA) Industry Sector Notebooks. Now there are nine new industry-specific Sector Notebooks—and the Sector Notebook Data Refresh 1997.

Each volume includes chapters on:

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- Chemical Release and Transfer Profile;
- Pollution Prevention Opportunities;
- Federal Statutes and Regulations;
- Compliance and Enforcement History;
- Compliance Assurance Activities and Initiatives; and
- Contacts/Acknowledgements/Resource Materials/Bibliography.

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Compilation of Selected Acts within the Jurisdiction of the Committee on Commerce, As Amended through December 31, 1996, Environmental Law, April 1997

Volume 1

Includes: Clean Air Act; Clean Air Act Amendments of 1977 (Public Law 95-95); Selected Provisions of the Energy Security Act (Public Law 96-294); Clean Air Act Amendments of 1990 (Public Law 101-549); and Section 348 of the National Highway System Designation Act of 1995 (Public Law 104-59). 458 p.

S/N 052-070-07099-4

\$24

Volume 2

Includes: Solid Waste Disposal Act; Mercury-Containing and Rechargeable Battery Act; Pollution Prevention Act of 1990; Toxic Substances Control Act of 1972; Safe Drinking Water Act; Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (Superfund); and Superfund Amendments and Reauthorization Act of 1986 (SARA). 686 p.

S/N 052-070-07129-0

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Compilation of Water Pollution Control, Environmental Protection, and Related Laws, Volume 2

Includes: Federal Water Pollution Control Act; Oil Pollution Act of 1990; Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (Superfund); Superfund Amendments and Reauthorization Act of 1986 (SARA); Marine Protection, Research, and Sanctuaries Act of 1972, Titles 1 and 5; Act of March 3, 1899 (Rivers and Harbors Act), Sections 9-20; Act to Prevent Pollution From Ships; Coastal Zone Act Reauthorization Amendments of 1990, selected provisions; and Safe Drinking Water Act Amendments of 1996, selected provisions. 567 p.

S/N 052-070-07160-5

\$29

Guidance Documents for Natural Resource Damage Assessment under the Oil Pollution Act of 1990 CD-ROM

Oil industry executives can get official guidance on how to restore injured natural resources and compensate the American public for service-related losses by oil spills with this CD-ROM and environmentalists and government managers can get guidance on how to successfully accomplish restoration

quickly, reduce transaction costs, and avoid litigation. The CD includes the following official guidance documents:

- Preassessment Phase
- Injury Assessment
- Compensation Formulas
- Primary state-of-the-art Restoration
- Restoration Planning

S/N 003-017-00548-8

\$23

Federal On-Scene Coordinator Finance and Resource Management Field Guide (FFARM)

Tools for Federal On-Scene Coordinators (FOSC) and Coast Guard pollution responders to support the contracting and financial management of oil and hazardous substances spill response activities. Covers FOSC's financial management checklists, roles and responsibilities, documenting costs, ways to access Federal funds, and automated tools. Five appendices: key contacts, Federal Project Number (FPN) accounting strings, CERCLA Project Number (CPN), bibliography, acronyms, and standard operating procedures. 1999. 76 p.; il.

S/N 050-012-00408-1

\$12

Environmental Planning for Small Communities: A Guide for Local Decision-Makers

Focuses on the environmental issues and problems addressed by the EPA. Shows small communities how to plan ahead to solve environmental problems, prioritize solutions to environmental problems, and develop a strategy for regulatory compliance. 160 p.; ill.

S/N 055-000-00491-9

\$15

Uniform Laws and Regulations in the Areas of Legal Metrology and Engine Fuel Quality:

As adopted by the 84th National Conference on Weights and Measures, 1999.

Contains laws and regulations on weights and measures; weightmaster; motor fuel inspection; packing and labeling; method of sales of commodities; unit pricing; registration of service persons and agencies; open dating; national type evaluation; engine fuels; petroleum products, and automotive lubricants.

S/N 003-003-03631-5

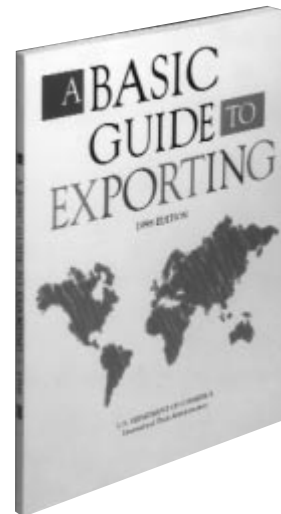
\$22

Exporting, Importing, & Customs

A Basic Guide to Exporting

International marketers can learn to penetrate foreign markets profitably and how to get needed assistance. This comprehensive guide includes an overview of international legal considerations including laws, regulations and requirements for all facets of exporting. Also includes information on technology licensing/joint ventures, pricing, quotations, terms, shipping, payment options, financing, and after-sales services. In addition, export strategy, market research, and developing overseas contacts are included. 1999. 142 p. S/N 003-009-00708-9

\$18



United States Export Administration Regulations

Exporters can keep abreast of the official regulations and policies governing export licensing of commodities. Includes U.S. import certificate and delivery verification procedures, restrictive trade practices or boycotts, export licensing, general licenses, individual validated licenses and special licensing procedures, documentation requirements, Department of Commerce field office addresses, and more. Annual subscription includes a basic, loose-leaf manual, a set of dividers, and supplements. Punched for your three-ring binder.

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An indispensable subscription service for importers and custom brokers. The new, 2001 manual provides the legal text of the Harmonized Tariff Schedule of the United States, as amended and modified, with statistical annotations in tabular form. Use it to determine classifications and rates of duty applicable to articles of import and requirements for reporting statistical data on customs entry and withdrawal forms or on alternative electronic filings. Exporters may with certain exemptions use tariff schedule statistical reporting codes in place of Schedule B codes when completing the Shipper's Export Declaration—or under the program for electronic reporting of exports. From the U.S. International Trade Commission. Available as a semi-annual CD-ROM or a loose-leaf three-ring punched basic manual and supplements for an indeterminate period.

List ID: TSA01

\$67 (paper)

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\$63 (CD-ROM)

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Contains approximately 40,007 digit commodity classifications based on the organization framework of the Tariff Schedules of the U.S. Annotated to be used by shippers in reporting export shipments from the U.S. and for use in compiling official statistics on exports of merchandise from the U.S. Loose-leaf three-ring punched. Subscription service provides a basic manual and supplements for an indeterminate period.

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Importers can get an overview of the importing process and general information about importing requirements. Includes chapters on entry of goods, informed compliance, invoices, assessment of duty, classification and value, marking, special requirements, fraud, and foreign trade zones. Also includes sample forms, definitions, and contact information for other agencies. 1998. 113 p.

S/N 048-002-00132-0

\$10

Guidebook: Importation and Verification of Firearms, Ammunition and Implements of War

Contains importation laws and regulations, definitions, policies, and procedures, and forms and drawings.

S/N 048-012-00110-4

\$8.00

U.S. Court of International Trade Reports, Vol. 20

This clothbound volume contains slip opinions 96-1 to 96-202, opinions of the Court, abstracted classification decisions (C96/1-147 and V96/1-4), revised rules, and an index of cases reported for the year 1996. 1998. 1564 pages

S/N 028-003-00068-4

\$72

Customs Regulations of the United States

Importers, exporters, customs brokers, and customs lawyers can get the very latest customs regulations with this easy to use version of 19 CFR—Customs Duties. This 3-hole punched version lies flat, has larger type than the bound CFR and includes CFR material as it is published along with Treasury orders, Customs orders, Delegation orders, redesignation tables, list of CFR sections affected, and index. Subscription service consists of a basic manual and supplementary material for an indeterminate period. Revised edition, 1999.

List ID: CRUS

\$123



Customs Bulletin and Decisions

Keeps importers, exporters, and customs brokers informed about U.S. customs laws and regulations. Each weekly bulletin presents rulings, decisions, notices, and abstracts concerning customs and related matters as well as decisions of the United States Court of Appeals for the Federal Circuit and the United States Court of International Trade.

List ID: CB

\$220/year

Bonded Warehouse Manual for Proprietors, Importers, Customs Officers

Provides a comprehensive guide to laws and regulations dealing with bonded warehouse operations in the United States. 1336 p.

S/N 048-002-00110-9

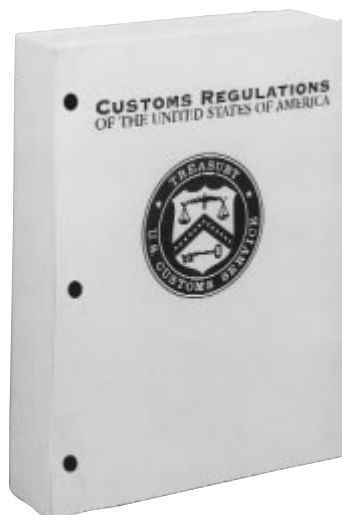
\$12

NAFTA: The North American Free Trade Agreement, A Guide to Customs Procedures

Provides an overview of the benefits and requirements of the North American Free Trade Agreement. 1994. 59 p.

S/N 048-002-00122-2

\$7.00



Firearms

Bureau of Alcohol, Tobacco and Firearms Quarterly Bulletin

Covers all new laws, regulations, codes, rulings, changes relating to alcohol, tobacco, and firearms.

List ID: ATFB

\$18/year

Federal Explosive Laws and Regulations

Provides a guide to federal explosives laws, regulations, and related information. Published by the Bureau of Alcohol, Tobacco, and Firearms. 2000. 85 p. ill.

S/N 048-012-00118-0

\$11

Federal Firearms Regulations Reference Guide 2000

Provides information designed to help firearm licensees comply with all of the laws and regulations governing the manufacture, importation and distribution of firearms. Contents include: The Gun Control Act 18 U.S.C. Chapter 44, The National Firearms Act 26 U.S.C. Chapter 53, The Arms Export Control Act 22 U.S.C. Chapter 2778, 18 U.S.C. Chapter 1715 (Nonmailable Firearms), 27 C.F.R. Parts 47, 178, and 179, 28 C.F.R. Part 25. 2000. 172 p.

S/N 048-012-00115-5

\$18

Freedom of Information

Freedom of Information Act Guide & Privacy Act Overview, 2000

This overview discusses exemptions, law enforcement record exclusions, and procedural aspects. 2000. 859 p.

S/N 027-000-01391-1

\$53

Freedom of Information Case List, 1998

This edition compiles in alphabetical order judicial decisions addressing access issues, and provides complete histories of each case, including all official and unofficial citations. 1998. 524 p.

S/N 027-000-01381-3

\$29

Food Inspection & Labeling

Food Standards and Labeling Policy Book

This Policy Book is intended for label reviewers, food manufacturers, and as a guide for consumers. It provides the latest meat and poultry inspection standards and labeling requirements, and reflects current policy developments. Also includes abbreviations, policy memoranda index, policy memoranda subject listing, and text. Basic manual and monthly changes for an indeterminate period.

LIST ID: SLPB

\$69

Meat and Poultry Inspection Regulations: Meat Inspection, Poultry Inspection, Rabbit Inspection, Voluntary Inspection and Certification Service of Meat and Poultry, Humane Slaughter of Livestock.

Consolidated with changes through December 1995. Contains regulations for slaughter and processing of livestock, poultry, plus certain voluntary services and humane slaughter. Basic manual and monthly changes for an indeterminate period.

LIST ID: MPIR

\$297

HACCP Regulatory Process for HACCP-Based Inspection: Reference Guide, 1998

Provides instructions to inspection program personnel for reviewing an establishment's Hazard Analysis and Critical Control Point (HACCP) plan and otherwise enforcing the HACCP system regulations. Updates previous instructions to inspection program personnel regarding the regulations on Sanitation Standard operating Procedures (SOP's). Addresses actions based on noncompliance with the "E coli" process control verification requirements and the pathogen reduction performance standards for salmonella. 135p., ill.

S/N 001-000-04657-8

\$11

Government Civilian/ Military Travel

Federal Travel Regulation

The GSA has the responsibility for prescribing the regulations necessary to administer the Federal civilian employee entitlements and allowances for per diem, travel, transportation, and relocation allowances under Chapter 57 of Title 5, U.S. Code. These entitlements and allowances are set forth in the FTR, FPMR 101-7. 1996, Consolidated reprint. Subscription service consists of a basic manual and supplementary material issued for an indeterminate period in loose-leaf format for a three-ring binder.

List ID: FTR

\$347



Joint Federal Travel Regulations, Volume I, Uniformed Service Members

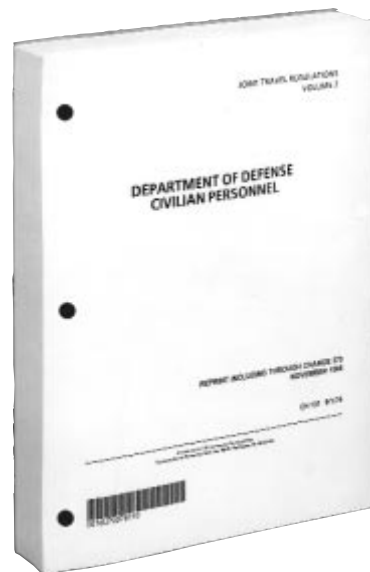
Contains basic statutory regulations concerning travel and transportation allowances for members of the uniformed services, including all regular and reserve components. Subscription service consists of a basic manual and supplementary material for an indeterminate period. In loose-leaf form, punched for three-ring binder. 1999, Consolidated reprint.

List ID: JFTR1

\$398

Joint Travel Regulations, Volume 2, Department of Defense Civilian Personnel

Contains basic statutory regulations concerning travel and transportation allowances for civilian employees of the Department of Defense. Includes the booklet Commuted Rates Schedule



for Transportation of Household Goods, which is issued periodically. Subscription service consists of a basic manual and supplementary material for an indeterminate period. In loose-leaf form, punched for three-ring binder. August 1999, Consolidated reprint.

List ID: JTRCP

\$242

Standardized Regulations (Government Civilians, Foreign Areas)

Government employees working overseas can find out the allowances for their assigned countries with this Department of State periodical. Arranged alphabetically by country, this comprehensive reference is published 13 times a year to reflect changes occurring in two biweekly pay periods. Includes post classification and payment tables for some 700 foreign locations pertinent to living quarters, cost-of-living, education allowances, hardship differential rates, and danger pay.

List ID: STRGC

\$67/year

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Provides up-to-date executive branch ethics information. Includes Federal ethics laws, executive orders, regulations, advisory letters, policy memoranda (DAEOgrams); ethics-related Federal Register issuances, and training materials published by the Office of Government Ethics. Also includes public and confidential financial disclosure review guides; software for completing the SF 450 confidential disclosure report; and sample multimedia video clips from four Office of Government Ethics videos. Subscription service includes two easily searchable CD-ROM disks per year. Includes Title 5, Part 2600 of the Code of Federal Regulations and selected Federal Register Notices. Features a document outline option and Acrobat retrieval software. Issued semiannually.

List ID: ECDRM

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Summarizes the laws, regulations and policies governing the political activities of Federal employees and employees of the District of Columbia government. Provides a basic overview of permissible and prohibited political activities. Includes a summary of the Hatch Act and Title 5, United States Code Sections 7321-7326.

S/N 062-000-00048-1

\$1.50

Standards of Ethical Conduct for Employees of the Executive Branch

Covers: general provisions; gifts; conflicts of interest; impartiality in official duties; other employment; misuse of position; outside activities; and related statutory authorities. Issued by the U.S. Office of Government Ethics.

S/N 052-003-01481-5

\$7.50

Notice and Posting System

Office of Personnel Management (OPM) communicates with Federal agency personnel offices using a "Notice and Posting System." This system provides a vehicle for OPM to quickly communicate important and essential information. Subscribers to the Notice and Posting System receive all notices, regardless of the topic.

The Notice and Posting System includes these types of notices:

1. Notice of OPM Regulatory Change—These notices transmit for posting OPM proposed, interim, and final regulations that have appeared in the Federal Register.
2. Notice of OPM Variations—These notices transmit information on variations to Federal regulations that were permitted by OPM over a specific period.
3. Notice of Operating Information—These notices transmit information on new pay levels, cost of living adjustments, changes in processing codes, etc., that will be incorporated into other operating documents, e.g., one of the continuing operating manuals or the Federal Pay Table. Changes to current operating requirements are usually the result of an Executive Order or changes in law. Occasionally, they derive from court and third-party decisions.
4. Notice of OPM Policy Information—These notices transmit information regarding Presidential and Administration policy. They also transmit special announcements and policy statements.

List ID: NAPS

\$122/year

Understanding the Revolving Door

Prepared for elected or appointed Federal officials who are preparing to leave the Federal government and return to employment in the private sector. Published by the Office of Government Ethics. 2000.

S/N 052-003-01485-8

\$1.50

Grants

NSF Grant Policy Manual

This manual provides authoritative and up-to-date information concerning National Science Foundation grants, including project notification and review requirements, grantee standards, payment requirements, project and grant management, and much more.

S/N 038-000-00598-7

\$12

Grants Policy Directives

Designed to provide guidelines on the fiscal and administrative aspects of grant management to all granting agencies of the Department of Health and Human Services. It is intended to serve as a basic reference for those who are operationally engaged in the administrative and financial management aspects of grants, as well as those program directors and others within the operating agencies who are involved in the award, review, or other program management aspects of grants. July 1, 1988 Consolidated reprint.

Subscription service consists of a basic manual and updated transmittal letters for an indeterminate period. In loose-leaf form, punched for three-ring binder.

List ID: GAM

\$219

Catalog of Federal Domestic Assistance

Lists more than 12,000 Government grants and assistance programs in areas such as health, education, literacy, substance abuse, environment, child welfare, disability, agricultural research . . . and much more. Each citation includes funding authorization, eligibility requirements, uses and use restrictions, Federal agency, program objectives, types of assistance, application requirements, selection criteria, and contact information.

Service includes a basic manual and supplementary material. In loose-leaf form, punched for your three-ring binder.

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Health Care, Social Security, Medicare, and Court-Ordered Retirement Benefits

HCFA's Laws, Regulations, Manuals (CD-ROM)

Includes more than 20 program manuals and related publications and memoranda from the Health Care Financing Administration on Medicare and Medicaid, Titles 42 and 45 of the Code of Federal Regulations, and Titles 11, 18, and 19 of the Social Security Act. Features Dataware, Inc. search software. Requires DOS 3.1 or later. Annual subscription, issued monthly.

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Medicare Home Health Agency Manual

This comprehensive manual provides the information you need to keep up with the latest developments in Medicare policies and procedures. It outlines requirements for payment, provides instructions for the preparation and submission of start care notices, and furnishes guidelines for completing the required Medicare forms. It covers all services reimbursable to agencies under the Medicare program, including occupational therapy, medical social services, the use of medical supplies and durable equipment, part-time or intermittent services of home health aides, and more. Subscription service consists of a basic manual and supplementary material for an indeterminate period. In loose-leaf form, punched to fit your three-ring binder.

List ID: HHAM

\$125

Medicare Provider Reimbursement Manual

This comprehensive sourcebook can keep you informed of the latest changes in Medicare policies and procedures and help you determine the reimbursement for the Medicare services you provide. The Manual covers the determination of costs for patient care, payment to providers, interest, home health services, malpractice liability, and much more. Subscription service consists of a basic manual and supplementary material for an indeterminate period. Issued in loose-leaf form to fit your three-ring binder.

List ID: PRM

\$327

"If there is a question about services covered or reimbursement, then the Medicare Provider Reimbursement Manual is the tool we use. We also use the Medicare Home Health Agency Manual when we need to know about requirements or restrictions on visits, to answer questions on how to become eligible for Medicare, and to keep track of the responsibilities of provider services agencies with regard to Medicare. Together, these manuals are very important in our work. It's hard to visualize using one without the other. They're both lifesavers in our profession."

—Sister Marcia Kenning, Mercy Home Health Care
Cincinnati, Ohio

Social Security Administration Publications on CD-ROM

Find out about changes to Social Security law as soon as they are published with a subscription to this monthly CD-ROM. Gives you quick-search access to the complete, updated text of three Social Security Administration publications—the Program Operations Manual System, the Social Security Handbook, and the Social Security Rulings and Acquiescence Rulings. Discs feature an on-screen training manual. System requirements are listed elsewhere in this catalog. Annual subscription, issued monthly.

List ID: SSPCD

\$238/year

Compilation of the Social Security Laws, Including the Social Security Act, as Amended and Related Enactments through January 1, 1995, V2.

This volume includes provisions of the Internal Revenue Code and other public laws and

statutes cited in and affecting administration of the Social Security Act. 104th Congress.

S/N 052-070-07037-4

\$32

Medicare Hospital Manual

This official manual describes the procedures to use for the prompt and accurate filing of claims for services furnished under Medicare. It also contains the vital information you need to answer questions often asked by patients about the Medicare program. In this authoritative reference source, you'll find comprehensive coverage of: general information about the Medicare program, types of services, admission procedures, and billing procedures. Subscription service consists of a basic manual and supplementary material issued for an indeterminate period. Issued in loose-leaf form to fit your three-ring binder.

List ID: HMP

\$735

Medicare Skilled Nursing Facility Manual

Get the latest information on Medicare regulations for skilled nursing facilities in this indispensable official source. The Manual covers such changes as billing limitations on specific medical conditions, the number of days required to process Medicare claims, guidelines for outpatient physical therapy, bill preparation for reimbursement for automobile medical or no-fault liability insurance, and extended health care services, retention of health insurance records for patients, and much more. Your subscription includes timely transmittal notices to keep you informed of the latest changes in Medicare policies and procedures. Subscription service consists of a basic manual and supplementary material for an indeterminate period. Pages are in loose-leaf form, punched to fit your three-ring binder.

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Medicare Part A: Intermediary Manual—Part 3—Claims Process

This comprehensive manual contains the material you need for accurate processing of claims and for answering patient questions about the Medicare program. It provides up-to-the-minute information on: fiscal administration, audits-reimbursement program administration, claims processing, and audit procedures. Subscription service consists of a basic manual and supplementary material for an indeterminate period. In loose-leaf form, punched for your three-ring binder.

List ID: MIMA

\$662

Medicare Part B Carrier Manual—Part 3—Claims Process

Contains informational and procedural material the carrier needs for the efficient processing and payment of claims. Includes instructions dealing with coverage of services, bill review, payment and post-payment actions, reasonable charges, and other pertinent claims procedures. Subscription service consists of a basic manual and supplementary material for an indeterminate period.

List ID: MCMB

\$521

Medicare Coverage Issues Manual

Contains appendixes to the following manuals: Medicare Intermediary Manual, Part A, Claims Process, Part 3, and Medicare Carriers Manual, Part B, Claims Process, Part 3.

Subscription service consists of a basic manual and transmittals issued for an indeterminate period. In loose-leaf form, punched for three-ring binder.

List ID: MCIA

\$173

ICD-9-CM, International Classification of Diseases, 9th Revision, Clinical Modification, 6th Edition (CD-ROM)

Contains the complete October 1, 2000 version of the "International Classification of Diseases, 9th Revision, Clinical Modification (V. 1, 2, and 3 and guidelines). 2000.

S/N 017-022-01499-8

\$22

Handbook for Attorneys on Court-Ordered Retirement, Health Benefits, and Life Insurance Under the: Civil Service Retirement System, Federal Employees Retirement System

Contains Federal statutes and regulations applicable to retirement benefits under the Civil Service Retirement System (CSRS) and the Federal Employees Retirement System (FERS). Describes conditions under which former spouses' Federal Employees Health Benefits (FEHB) coverage may be continued after divorce. Includes a 3.5-in. diskette containing the model language used in drafting court orders. 149 p.

S/N 006-000-01408-9

\$18

Highways & Roads

Manual on Uniform Traffic Control Devices for Streets and Highways, 1988 Edition, and Standards and Guides for Traffic Control, Pt. 6, Revision 3, September 3, 1993

Includes all official signs, signals, markings, and devices placed on, over, or adjacent to a street or highway by the authority having jurisdiction to regulate, warn, or guide traffic. Contains numerous color illustrations along with a comprehensive contents and index for easy reference.

S/N 650-001-00001-0

\$63 set



Standard Highway Signs:

As Specified in the Manual on Uniform Traffic Control Devices, 1978

Traffic authorities, agencies, and jurisdictions involved with fabrication, installation, and maintenance of traffic signs can get up-to-date detailed information on dimensions and the placement of symbol messages to promote uniformity in traffic control device design in the U.S. This book shows many typical standard signs approved for use on streets and highways in the United States. This reference complements the Manual on Uniform Traffic Control Devices. Basic manual and changes for an indeterminate period in loose-leaf form for binder.

List ID: SHS

\$70

Federal Motor Carrier Safety Administration Register

Includes daily (except weekends and holidays) summary of motor carrier applications and decisions and notices issued by the Office of Motor Carrier Information Analysis, Federal Highway Administration.

List ID: FHAR

\$995/year

Historic Preservation

Federal Historic Preservation Laws

Contains the major Federal historic preservation laws that govern a national program to coordinate and support public and private efforts to identify, evaluate, and protect our historic and archeological resources. Includes appendix on implementing regulations and guidelines.

S/N 024-005-01138-2

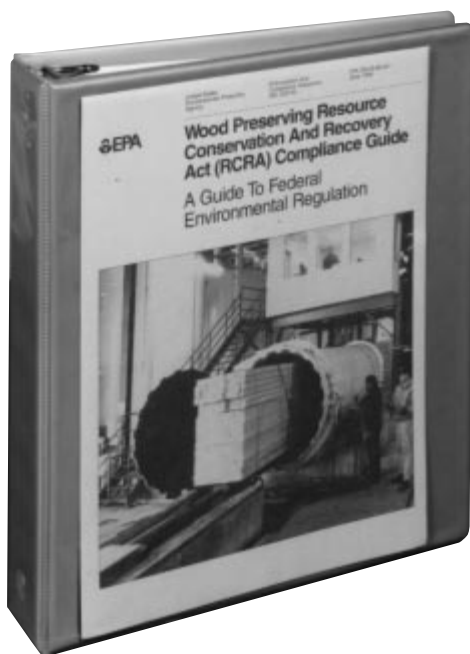
\$4.50

Wood Preserving Resource Conservation and Recovery Act (RCRA) Compliance Guide: A Guide to Federal Environmental Regulation

Explains the complex federal requirements that wood preserving facilities are subject to under the Resource Conservation and Recovery Act (RCRA). Provides additional information sources. Three-hole punched for your binder. 260 p., ill.

S/N 055-000-00552-4

\$20



Labor Relations

Decisions and Orders of the National Labor Relations Board, V. 320, December 13, 1995, Through April 22, 1996

Includes the decisions and orders of the Board, a table of cases, and a cross reference index from the advance sheet numbers to the volume page numbers.

S/N: 031-000-00348-2

\$83

Weekly Summary of the National Labor Relations Board Cases

Contains a synopsis of each published decision of the NLRB in unfair labor practices and representative election cases; lists decisions of the NLRB administrative law judges and directions of elections by NLRB regional directors; carries guideline memoranda of the NLRB general counsel to field offices on important case-handling subjects; and carries notices of publication of volumes of NLRB decisions and orders, the NLRB Annual Report, and other agency informational literature.

List ID: NLRBW

\$174/year

National Labor Relations Board Rules and Regulations and Statements of Procedure: National Labor Relations Act and Labor Management Relations Act

Contains Part 101, Statements Procedure; Part 102, Rules and Regulations; Part 103, other Rules; Topical Index; National Labor Relations Board Organization and Functions; and the texts of the National Labor Relations Act and the Labor Management Relations Act. Issued in loose-leaf form with index dividers.

S/N 031-000-00360-1

\$20

Compensation and Working Conditions

Includes the Employment Cost Index, and information on safety and health statistics, work stoppages, and annual union membership data. Special articles present an array of information and statistics on compensation, including wages and salaries, benefits, safety and health, and other workplace issues. Issued quarterly, the annual index appears in the December issue.

List ID: CWD

\$18/year

An Outline of Law and Procedure in Representation Cases

The National Labor Relations Board's (NLRB) Office of the General Counsel, provides resources for enhancing the quality and timeliness of representation case processing. This text and the new Casehandling Manual (Representation Cases) are two steps taken by NLRB to achieve its representation case objective. Also includes a table of cases discussed and a subject matter index. 1999. 384 p. and 12 index dividers. Looseleaf.
S/N 031-000-00367-9 \$43

Unfair Labor Practice Case Handling Manual

Provides comprehensive guidance to Regional Agents in proving, resolving, processing and investigating unfair labor practice charges. As it pertains to various case processing matters, the Manual provides for: (1) uniformity and best practices among the Regions; (2) criteria and principles that govern Regional discretion and judgment; and (3) Model and Sample Forms and Letters. Attachments include the Statute and the General Counsel's regulations. Service includes a basic manual with tabs, text three-hole punched for an included binder, and supplements for an indeterminate period.
List ID: ULPC \$112

Testing and Assessment: An Employer's Guide to Good Practices

Conveys the essential concepts of employment testing in easy-to-understand terms. Helps evaluate and select assessment tools/procedures to maximize chances for getting the right fit between jobs and employees, administer and score assessment tools that are the most efficient and effective for their particular needs, interpret assessment results in an accurate manner, and understand the professional and legal standards to be followed when conducting personnel assessment. Two appendices include sources of additional information on personnel assessment and a glossary of assessment terms. 1999. 91 p.
S/N 029-014-00259-3 \$9.00

Labor Relations/ Federal Service

FLRA Reports of Case Decisions, FSIP [Federal Service Impasses Panel] Releases and Administrative Law Judge Decisions of the FLRA

Subscription service includes material issued irregularly during a 12-month period beginning at time of subscription.
List ID: FLRAR \$145/year

Representation Proceedings Case Handling Manual

This Manual is formatted to help Regional Office personnel identify and resolve representation issues raised by a petition. The subject matter is developed much in the same manner as a petition is processed in a Regional Office: from providing prefiling assistance to filing a petition, from identifying procedural and substantive issues to investigating and resolving the underlying representation matters, and to issuing a certification or taking other final action. The Manual tracks, for the most part, the subject matter format in the representation regulations issued by the Federal Labor Relations Authority. In loose-leaf form, punched for a three-ring binder.
S/N 063-000-00078-7 \$108

Representation Proceedings Hearing Officer's Guide

This Guide describes techniques for conducting hearings in FLRA representation proceedings and contains sections on substantive representation matters that can be useful in defining, narrowing, and resolving issues raised by the petition at any stage of a representation proceeding. In loose-leaf form, punched for a three-ring binder.
S/N 063-000-00079-5 \$45

Light Lists & Navigational Regulations

The Light List is the mariner's essential guide to lights and other aids to navigation on inland and coastal waterways. The navigation aids listed are maintained by or under the authority of the U.S. Coast Guard and include lights, buoys, sound signals, daybeacons, and other aids to navigation. A requirement on commercial vessels, the Light List is an important safety feature when used with nautical charts.

Light List, 2000, V. 1, Atlantic Coast, St. Croix River, Maine to Shrewsbury River, New Jersey

Includes corrections through First Coast Guard District Local Notice to Mariners No. 23/00, June 7, 2000 and National Imagery and Mapping Agency Notice to Mariners No. 27/00, July 1, 2000. 405 p. and 4 plates; il.
S/N 050-012-00416-1

\$41



Weekly Notices to Mariners (worldwide coverage) are published weekly by National Imagery and Mapping Agency. The Weekly Notices to Mariners advise deep draft mariners of important matters affecting navigational safety on a worldwide basis. The Weekly Notices to Mariners may be obtained, free of charge, upon request to: Defense Supply Center Richmond, VA: phone: (800) 826-0342.

Light List, 2000, V. 2, Atlantic Coast, Shrewsbury River, New Jersey to Little River, South Carolina

Includes corrections through Fifth Coast Guard District Local Notice to Mariners No. 18/00, May 2, 2000 and National Imagery and Mapping Notice to Mariners No. 22/00, May 27, 2000. 388 p. and 4 plates; il.
S/N 050-012-00412-9

\$40

Light List, 2000, V. 3, Atlantic and Gulf Coasts, Little River, South Carolina to Econfina River, Florida (Includes Puerto Rico and the United States Virgin Islands)

Includes corrections through 7th Coast Guard District Local Notice to Mariners No. 21/00, May 23, 2000 and National Imagery and Mapping Agency Notice to Mariners No. 25/00, June 17, 2000. 536 p. and 4 plates; il.
S/N 050-012-00414-5

\$51

Light List, 2000, V. 4, Gulf of Mexico, Econfina River, Florida to Rio Grande, Texas

Includes corrections through 8th Coast Guard District Local Notice to Mariners No. 15/00, April 11, 2000 and National Imagery and Mapping Agency Notice to Mariners No. 19/00, May 6, 2000. 404 p. and 4 plates; il.
S/N 050-012-00411-1

\$40

Light List, 2000, V. 5, Mississippi River System

Includes corrections through 8th Coast Guard District Local Notice to Mariners (Mississippi River Edition) No. 50. 322 p., 4 plates; il.
S/N 050-012-00415-3

\$33

Light List, 2000, V. 6, Pacific Coast and Pacific Islands

Includes corrections through Local Notices to Mariners No. 20/00 for 11th, 13th, 14th, and 17th Coast Guard Districts, and National Imagery and Mapping Agency Notice to Mariners No. 24/00. 340 p. and 4 plates; il.
S/N 050-012-00413-7

\$33

Light List, 2000, V. 7, Great Lakes, United States and Canada

Includes corrections through Ninth Coast Guard District Local Notice to Mariners No. 02/00, March 21, 2000 and National Imagery and Mapping Agency Weekly Notice to Mariners No. 16/00, April 15, 2000. 261 p. and 4 plates; ill.

S/N 050-012-00410-2

\$26

Navigation and Vessel Inspection Circulars 2001

Provides information relating to navigation, regulation of ships by the United States, and vessel inspection. Published by the U.S. Coast Guard and issued irregularly in loose-leaf form.

List ID: NVC01

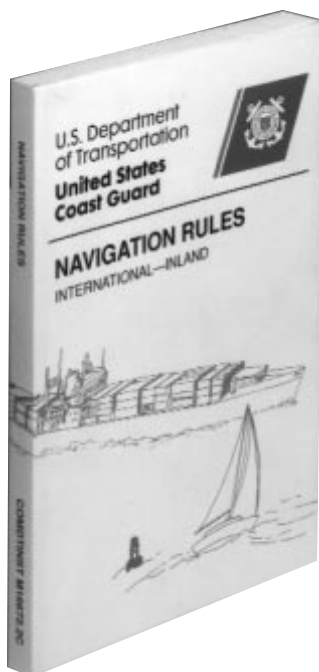
\$43/year

Navigation Rules, International-Inland

Contains the International Regulations for Preventing Collisions at Sea, 1972, incorporating nine amendments that became effective on November 19, 1989 and November 1995. Also includes the Inland Navigation Rules in effect for all inland waters, including the Great Lakes, since March 1, 1983. Provides all revisions through January 1, 1999. International rules and inland rules for similar subjects are printed side-by-side for comparison. 1999. 226 p. il.

S/N 050-012-00407-2

\$14



Local Notices to Mariners contain information about aids to navigation and other navigation safety information that may affect vessels and waterways within the jurisdiction of each Coast Guard district. Local Notices to Mariners may be obtained, free of charge, by making application to the appropriate Coast Guard district commander. The addresses of the district commanders can be found on page iii of each Light List.

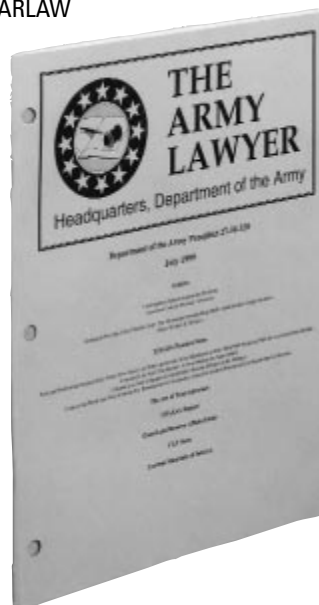
Military Law

Army Lawyer

Published by the Judge Advocate General's School for the official use of Army lawyers in the performance of their legal responsibilities. Issued monthly.

List ID: ARLAW

\$42/year



Military Law Review

Designed for military attorneys in connection with their official duties. Provides a forum for those interested in military law to share the products of their experience and research. Issued quarterly.

List ID: MILR

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Lists the variety of Federal benefits available to veterans and their dependents and contains information on benefits and programs that is accurate as of January 1, 2000. Topics covered include health-care benefits, benefit programs for Veterans, benefits for survivors, women Veterans, homeless Veterans, overseas benefits, small and disadvantaged business utilization, other Federal benefits, and appeals. Also included are tables on disability compensation, improved pension, vocational rehabilitation rates, spouse dependency and indemnity compensation, death pension, spina bifida benefits, loan guaranty entitlement, and funding fees. Information is provided on where to find more information and VA facilities such as medical centers, regional offices, Vet centers, and national cemeteries. 2000. 105 p.

S/N 051-000-00220-2

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Nuclear Power & Medicine

United States Nuclear Regulatory Commission Rules and Regulations

Resident inspectors at nuclear power plants, radiologists, hospital personnel and other interested persons can get the most current NRC rules and regulations. Updated monthly, this service provides a basic manual and updates on all NRC Rules and Regulations, Policy Statements, Memoranda of Understanding, listings of Regulatory Guides, and brief summaries of selected General

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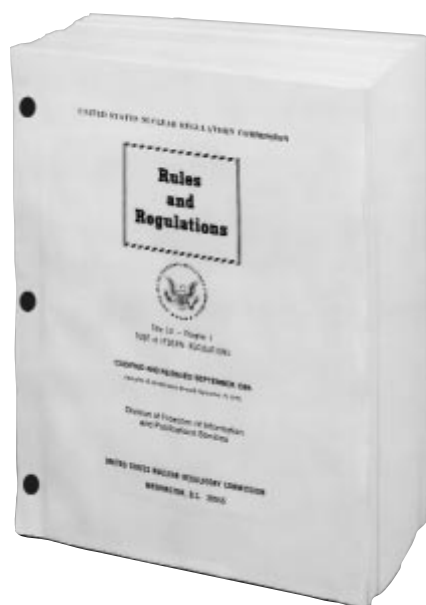
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United States Nuclear Regulatory Commission Rules and Regulations for Medical Licensees: Title 10, Rules and Regulations, Medical Supplement

Medical licensees can stay current with the official NRC rules and regulations conveniently packaged to include only the information needed for the medical field. Includes all medical regulations and the easy-to-use markings listed above. These are the documents that will eventually be published in 10CFR, Parts 19, 20, 21, 30, 31, 32, 33, and 35. Basic manual and supplements for an indeterminate period shipped First Class.

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S/N 017-033-00493-5

\$20

NIOSH Pocket Guide to Chemical Hazards

Intended as a source of general industrial hygiene information for workers, employers, and occupational health professionals.

Information is presented in tabular form. 1997. 480 p.

S/N 017-033-00483-8

\$23

United States Occupational Safety and Health Review Commission Decisions on CD-ROM

Useful to attorneys and adjudicators specializing in occupational safety litigation, and to academicians, associations, safety professionals, students, unions and any members of the public interested in remaining abreast of this area of labor law. Decisions on the disks are the substantive adjudication of OSHRC in cases arising from disputed safety and health inspections of American workplaces conducted under the Occupational Safety and Health Act (26 U.S.C. Sec. 651). The disks use the Adobe Acrobat Reader 3.0 with Search, thus allowing users to search by keywords. For Macintosh and Windows. Annual subscription issued quarterly.

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Recordkeeping Guidelines for Occupational Injuries and Illnesses

Provides official agency interpretations, answers, and explanations to questions employers most frequently ask about recordkeeping and the reporting of occupational injuries and illnesses. Covers recordkeeping obligations under the occupational Safety and Health Act of 1970 (United States Code, Title 29, Section 651) and Code of Federal Regulations, Title 29, Pt. 104. 88 p.; ill.

S/N 029-016-00165-4

\$9.00

Federal Mine Safety and Health Review Commission Decisions

Includes decisions and orders of the Commission. Opinions of administrative law judges and of the appellate review commission are also included. Commission cases generally involve enforcement actions under the Federal Mine Safety and Health Act of 1977 and its regulations. Published monthly, these decisions and orders are an invaluable tool for the mining community and practitioners of occupational safety and health law.

List ID: FMSHD

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Safety and Health Standards for the Construction Industry

Provides information on all of OSHA requirements for the construction industry. 1997. 1258 p., ill.

S/N 029-016-00177-8

\$70

Construction Industry Digest

Contains construction industry safety and health standards. Provides guidance to employers, supervisors, and safety and health personnel for compliance with OSHA standards in the construction worksite. 1998. 108 p.

S/N 029-016-00193-0

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Addresses health hazards, user needs, respirator certification standards, and issues of public health. 2000. 80 p.

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Job Safety and Health Quarterly

Covers occupational safety and health job profiles and opportunities, occupational safety and health events, OSHA activities and initiatives, changes to standards, the latest in hardware and software, and more. Included are a listing of new publications and audiovisual materials; and a calendar of upcoming hearings, committee meetings, and courses on job safety and health issues. Annual subscription issued quarterly. Published by the U.S. Department of Labor, Occupational Safety and Health Administration.

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Manual of Patent Examining Procedure, Seventh Edition

Provides patent examiners, applicants, attorneys, agents, and representatives of applicants with the practices and procedures relative to the prosecution of patent applications before the Patent and Trademark Office. It includes instructions to examiners, as well as other material in the nature of information and interpretation, and outlines the current procedures which the examiners are required or authorized to follow in appropriate cases in the normal examination of a patent application. Includes applicable statutes, rules, decisions, and orders and instructions. Subscription service consists of a basic manual and supplementary material for an indeterminate period. In loose-leaf form, punched for three-ring binder.



List ID: MPEP \$248

Copyright Law of the United States of America

Copyright Office Circular 92. Includes the copyright law as contained in Title 17 of the United States Code, including all amendments enacted through the 106th Congress, 1st Session in 1999. Includes the Copyright Act of 1976 and all subsequent amendments to copyright law; the Semiconductor Chip Protection Act of 1984, as amended; and the Vessel Hull Design Protection Act, as amended. 2000. 247 p.

S/N 030-002-00195-1 \$14

Trademark Trial and Appeal Board Manual of Procedure

Provides practitioners with basic information generally useful for litigating cases before the Trademark Trial and Appeal Board. Subscription service consists of a basic manual and supplements issued annually. Issued in loose-leaf form, punched for a three-ring binder.

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Basic Facts About Trademarks

Describes the registration process and filing requirements for trademarks. Contains sample written applications, drawings, and specimens. Also includes blank application forms, a list of patent and trademark depository libraries, information about trademark processing and service fees, and a one-page summary of the International Schedule of Classes of Goods and Services. 31 p.; ill. 1999.

S/N 003-004-00689-7 \$4.00

General Information Concerning Patents, 1997

Intended for inventors, prospective applicants for patents, and students. Provides general information about patents and the operations of the Patent and Trademark Office. 87p.

S/N 003-004-00683-8 \$4.75

Compendium of Copyright Office Practices

A general guide to the operating problems and practices for the staff of the Copyright Office with individual cases that represent common fact situations. Also known as Compendium II. Subscription service provides a basic manual and two semiannual supplements for an indeterminate period. Issued in loose-leaf form.

List ID: CCP \$71

Trademark Manual of Examining Procedure, Second Edition

April 1997, Revision 1. Provides trademark examiners in the Patent Office, trademark applicants, and attorneys for applicants with a reference work on the practices and procedures relative to prosecution of applications to register marks in the Patent and Trademark Office. The Manual contains guidelines for examining attorneys and materials in the nature of information and interpretation, and outlines the procedures which examining attorneys are required or authorized to follow in the examination of trademark applications. Includes current law, practice and procedures, and also includes the trademark rules, as well as some related patent rules, and Office forms related to applications and post-registration filings. Subscription service consists of a basic manual and semiannual changes for an indeterminate period.

List ID: TMEP \$51

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Helps you get maximum benefit from domestic postal services. The Manual includes applicable regulations and information about rates and postage, classes of mail, special services, wrapping and mailing requirements, and collections and delivery services. Subscription service includes a basic manual and supplements.

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\$32/year

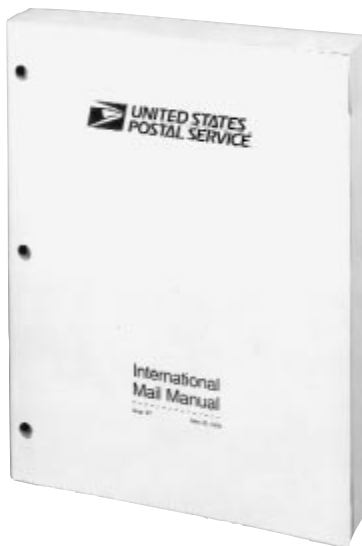


International Mail Manual

This valuable manual includes international postal rates, prohibitions and restrictions, and information on insurance availability, special services, for international mailing. Subscription service provides two complete, cumulative manuals per year.

List ID: IMM

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Taxation

Internal Revenue Bulletin

This weekly bulletin announces official IRS rulings, Treasury decisions, executive orders, tax conventions, legislation, and court decisions on internal revenue matters. Contains all substantive rulings needed for uniform application of tax laws, including rulings that supersede, revoke, modify, or amend those previously published.

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Internal Revenue Service Cumulative Bulletins:

1999-I, January-June. Includes Revenue Rulings, Revenue Procedures, and Treasury Decisions. Consolidates all items of a permanent nature published in the weekly "Internal Revenue Bulletin" from issue 1999-1 through 1999-26. (Clothbound). 1321 p.

S/N 048-004-02432-2

\$82

General Explanation of Tax Legislation Enacted in: 1998, November 24, 1998

Provides an explanation of tax legislation enacted in 1998. 336 p.

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\$17

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This listing includes only our most recent Internal Revenue Cumulative Bulletins and Reports of Tax Courts. We have many more previous editions of these titles. To get a complete listing along with easy ordering information, choose one of the following information services:

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Volume 113, July 1, 1999 to December 31, 1999. (Clothbound). 550 p.

S/N 028-005-00185-3

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Rules of Practice and Procedure, United States Tax Court: Effective August 1, 1998, With Additions and Amendments through September 12, 1997

Includes all precedentially significant cases. Each opinion includes an indexed digest for each case. 264 p.; loose-leaf.

S/N 028-005-00180-2

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S/N 052-070-07246-6

\$30

Volume 2, subtitled "Study of Disclosure Provisions Relating to Tax-Exempt Organizations," describes present-law and background information relating to disclosure rules applicable to tax-exempt organizations, an economic analysis of the benefits of tax-exempt status, and analysis of issues relating to the disclosure of information regarding tax-exempt organizations. 2000. 214 p.

S/N 052-070-07248-2

\$29

Volume 3, subtitled "Public Comments and General Accounting Office Reports," contains reproductions of the public comments received by the Joint Committee staff in connection with the study, and reproductions of two General Accounting Office reports prepared for the study at the request of the Joint Committee staff. 2000. 395 p.

S/N 052-070-07249-1

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Telecommunications

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that are allowed to be used for given purposes (spectrum allocation); and b) procedures are established which guide an applicant toward obtaining an authorization to use a given frequency (licensing or frequency assignment). Chapter 4 of

the manual presents the United States of Frequency Allocations and the remaining portions of the manual provide the procedures needed by an applicant in applying for a frequency assignment from National Telecommunications Information and Administration (NTIA). Service includes the January 2000 basic manual and supplementary material for an indefinite period.

List ID: MRFM

\$313

List of Materials Acceptable for Use on Telecommunications Systems of RUS Borrowers

Lists approved materials for use on telecommunications systems of Rural Utilities Service borrowers. Includes materials divided into major categories of wire and cable; housings, splice cases; miscellaneous splicing materials; loading coils; electrical protective devices; transmission and central office equipment; and general hardware. Each citation includes manufacturer's name, catalog number, and sizes available. Includes these easy-to-use detailed indices: (1) alphabetical by material name and (2) alphabetical by letter designation used on drawings. Basic manual and supplementary material for an indeterminate period, three-hole punched for your binder.

List ID: LMAT

\$200

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Includes sections on: administration of the IRB; regulations and policies; biomedical and behavioral research; special classes of subjects (such as fetuses, women, children, prisoners, comatose patients, and volunteers); bibliography; glossary; texts of international human rights documents (Nuremberg, Helsinki, and Belmont); lists of contacts; Federal regulations; and other information. Issued in loose-leaf form with index dividers and a spine label.

S/N 017-040-00525-3

\$43

National Credit Union Administration Rules and Regulations

Incorporates all amendments and revisions to the rules and regulations finalized through April 1998. Subscription service consists of a basic manual and changes for an indeterminate period. Loose-leaf for updating. August 1998.

List ID: NCRR

\$130

Processing Function Standard Operating Procedures (for SBA loans)

Small Business Administration, Office of Financial Assistance, Standard Operating Procedures 50 10 (4) stipulates the policy and procedures for the processing of all requests for financial assistance under the agency's business loan programs. Provides the text of the rules of 13 Code of Federal Regulations, which correspond to making SBA business loans. 1997: 739 p. Issued in loose-leaf form.

S/N 045-000-00283-7

\$73

Regulation of Cigarettes and Smokeless Tobacco Under the Federal Food, Drug, and Cosmetic Act, V. 2: Final Rule With Jurisdictional Determination, August 28, 1996

Final rule reads: 21 CFR Pt. 801, et al., Regulations Restricting the Sale and Distribution of Cigarettes and Smokeless Tobacco to Protect Children and Adolescents.

S/N 017-012-00377-0

\$75

Government Printing and Binding Regulations From Congress' Joint Committee on Printing (JCP)

Covers printing and binding definitions, equipment, general provisions, JCP report forms, and authorized Federal printing plants. 1995. 72 p.

S/N 052-070-06645-8

\$4.25

List of Materials Acceptable for Use on Systems of RUS Electrification Borrowers

Lists materials and equipment acceptable by the Technical Standards Committees. Categorizes materials and equipment such as insulators, bolts, washers, switches, and transformers. Citations include manufacturer's name, catalog number, and sizes available. Index is cross-referenced to letter designations used on standard construction drawings. Issued annually with three quarterly supplements, three-hole punched for your binder.

List ID: LOMA

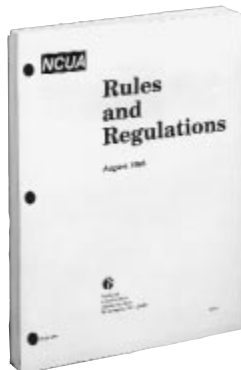
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Bankruptcy Basics

Provides basic information to debtors, creditors, court personnel, the media, and the general public on different aspects of the federal bankruptcy laws. Answers some of the most commonly asked questions about the bankruptcy process. 1998. 69 p.

S/N 028-004-00106-7

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Government Paper Specification Standards, V. 11, 1999

Presents Government papers standards, the purpose of which is to achieve compliance with relevant statutes regarding printing papers; address environmental, workplace safety, and paper longevity issues; and achieve maximum savings in the Government's paper purchases. These standards are effective immediately and supersede all previous issues. 1999: 139 p.

S/N 021-000-00174-1

\$12

Marine Mammal Commission Compendium of Selected Treaties, International Agreements and other Relevant Documents on Marine Resources, Wildlife, and the Environment

The most complete and accurate legal reference on international marine and environmental laws for environmental attorneys, natural resource managers and researchers policy makers, shipping and fishing industry managers, international trade specialists, and environmentalists. The book includes the most complete collection of treaties and agreements affecting marine resources and the environment international multilateral and bilateral treaties, agreements, accords, memoranda of understanding, amendments, and protocols; 400 treaties and international agreements, including 90 bilateral treaties involving the U.S. and 31 other nations. This three volume set (3,547 pages) is enclosed in a convenient slipcase.

S/N 052-003-01467-0

\$72

Administrative Decisions Under Immigration and Nationality Laws, V. 20, March 1989 to February 1995

Contains decisions, which have been selected and designated as precedents in accordance with Title 8, Code of Federal Regulations. Covers the period from March 1989 to February 1995. Includes Interim Decisions 3101 to 3242, inclusive. Arranged in numerical sequence according to interim decision number. 1033 p.

S/N 027-002-00442-6

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Guide to the operating policies and procedures of the Antitrust Division of the United States Department of Justice with a large portion devoted to the suggested methods of conducting investigations and litigation that the Division has employed in the past.

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List ID: ATDM

\$60

United States Attorneys' Manual

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List ID: USAM

\$196

Legislation on Foreign Relations Through 1999, Vol. 1-A

This volume is the first part of a five volume set of laws and related material frequently referred to by the Committees on International Relations of the House of Representatives and Foreign Relations of the Senate, amended and annotated to show pertinent history or cross references. 2000. 937 pages.

S/N 052-070-07240-7

\$52

Law Enforcement in a New Century and a Changing World: Improving the Administration of Federal Law Enforcement

Examines challenges posed by global crime, and terrorism to the American Federal law enforcement community and its efforts to maintain and improve national security. Appendices detail authorizing legislation, Federal organizations with law enforcement functions, Executive Order No. 11396, commission meetings with witnesses, expert papers and advisors, personnel authorized to carry firearms in 14 Federal agencies, and a selected bibliography. 2000. 193 p.

S/N 020-000-00276-0

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Plus, population and population characteristics, and foreign born and life expectancy statistics at the turn of the century . . . and more tables on statistics gathered within the century.

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North American Industry Classification System (NAICS) Manual

This comprehensive new publication replaces the Standard Industrial Classification (SIC) Manual and system, allowing government and business analysts to compare directly industrial production statistics collected and published in the three North American Free Trade (NAFTA) countries. It includes:

- More than 350 new industries
- Definitions for each industry
- Tables showing the correspondence between NAICS and SIC codes
- A special section on what small businesses need to know about NAICS

. . . and much more!

1998. 1248p.

S/N 041-001-00509-9

\$30 paper

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1994. 1104 p. il.

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